



**LOS ANGELES COUNTY
COMMISSION FOR OLDER ADULTS**

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Board of Supervisors

Gloria Molina, 1st District
Mark Ridley-Thomas, 2nd District
Zev Yaroslavsky, 3rd District
Don Knabe, 4th District
Michael D. Antonovich, 5th District

Executive Board

Bernard Weintraub, President
Cindy Skovgard, 1st Vice President
Peter J. McGrath, 2nd Vice President
Oleeta Igar, Secretary
Barbara Sinclair, Fiscal Officer

Executive Liaison

Brenda Sapp-Pradia

EXECUTIVE BOARD MEETING

3175 W. Sixth Street - Los Angeles, CA 90020
3rd Floor Executive Conference Room

**Monday, July 18, 2011
1:00 p.m. - 3:00 p.m.**

Executive Board Attendees

Cindy Skovgard, 1st Vice President
Peter J. McGrath, 2nd Vice President
Oleeta Igar, Secretary
Barbara Sinclair, Fiscal Officer

Executive Board Excused Absence

Bernard Weintraub, President

CSS Staff Present: Lorenza C. Sanchez, Assistant Director; Brenda Sapp-Pradia, Program Manager; Larry Littleton, Human Services Administrator I; Vera Castillo, Legislative Analyst; and Guillermo Medina, Community Service Analyst III.

I. CALL TO ORDER

Cindy Skovgard, 1st Vice President, called the Executive Board Meeting to order at 10:00 a.m.

II. APPROVAL OF AGENDA

MOTION: Peter McGrath, 2nd Vice-President, made the motion to accept the agenda as presented. Financial Officer, Barbara Sinclair, seconded the motion. The motion was passed.

III. APPROVAL OF MINUTES

MOTION: Peter McGrath, 2nd Vice-President, made the motion to accept the minutes with one correction. Financial Officer, Barbara Sinclair, seconded the motion. The motion was passed with the following correction: Item VII Finance Report- correct statement is 'a new line item will be added for Special Events, which **could** include the Older Americans Recognition Day event.'

Action Item – Cindy Skovgard, 1st Vice-President, requested that, in the future, the LACCOA Secretary review the minutes before they get sent out to the commissioners.

IV. FINANCE REPORT

Financial Officer, Barbara Sinclair, stated that there have been no changes to the finance report.

MOTION: Ms. Sinclair made the motion to accept the finance report as presented, Peter McGrath, 2nd Vice-President, seconded the motion. Motion was passed.

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V. OLD BUSINESS

A. Committee Priorities

The Executive Board reviewed the survey that was sent out to the commission requesting their priorities for the committees. The Executive Board outlined the following priorities for each committee:

❖ **Area Plan**

1. Create overview of Area Plan
 - What it is?
 - Who supports it? (circulate to senior centers, local municipalities)
2. Review Public Hearing process
3. Outreach
4. Veterans issues, senior employment (Title V)

❖ **Communications**

1. Speakers Bureau
 - Advocacy Academy (training commissioners)
2. Work closely with senior centers
3. Newsletter/Annual Report
4. Translation for brochures
5. Press releases

❖ **Health, Nutrition, and Long-Term Care**

1. Develop educational pieces and have speakers on health issues. Such as:
 - Major healthcare concerns
 - Caregiving
 - Mental health issues (dementia, Alzheimer's)
 - Nutritional needs
2. Identify speakers (experts)

❖ **Housing and Transportation**

1. Identify senior transportation issues
2. Maintain communication with MTA regarding:
 - Seniors on the Move workshops
 - Access
 - Taxi vouchers
3. Identify senior housing resources

❖ **Legislative and Advocacy**

1. Identify legislative issues that affect seniors
2. Make recommendations to commissioners for areas of supportive action

❖ **Membership**

1. Monitor attendance at LACCOA meetings and committee meetings
 - Develop recommendations for non-compliance

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2. Develop new member orientation
3. Accept, review, and submit applications to Executive Board and General body for membership

B. Committee Selection

The Executive Board reviewed the commissioners' selections for the committee assignments. The Executive Board assigned those commissioners who did not respond to the survey to committees that needed members. The committees will meet at the next General meeting scheduled for August 1, 2011 to elect their committee chairpersons and schedule their meetings. The Executive Board agreed to the following committee compositions:

1. Area Plan
 - Natalie Ambrose
 - Frank Calderon
 - Ralph Flores
 - William Givens
 - William Jackson
 - Bianca Langley
 - Theresa Rotter
 - Lavada Theus
 - Elizabeth Wilson
2. Communications
 - Aziz Amiri
 - Oleeta Igar
 - Barbara Meltzer
 - Barbara Sinclair
 - Cindy Skovgard
3. Health, Nutrition, & Long-Term Care
 - Eleanor Brownn
 - Gloria Duran
 - Peter Getzoff
 - Irene Griffith
 - Lonnie McNamee
 - Sam Park
 - Elizabeth Wong
 - Vicente Zapata
4. Housing and Transportation
 - Krishan Bhalla
 - Mary Helen Cruz
 - Mattye Fegan-Perry
 - William Ha

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- Raymond Hall
- Jung Kim
- Aida Villalobos

5. Legislative and Advocacy

- Sol Fingold
- Zelda Hutcherson
- James Polk
- Nate Riddick
- Marvin Schachter
- David Siegrist
- Maurice Weiner

6. Membership

- Nneenah Frazier
- Marilyn Fried
- Hedy Harrison
- Peter McGrath
- Arlene Okamoto

C. District Responsibilities

The Executive Board discussed the following roles for the district commissioners:

1. Designate lead commissioner. The lead commissioner will take the lead in recruiting potential members from their district.
2. Communicate and interact with the Board of Supervisors
3. Provide information/recommendations for appointed positions

Action Item – Cindy Skovgard, 1st Vice-President, requested that CSS staff compile a roster of committees along with the duties for each committee.

VI. STAFF REPORT

A. Administrative Report

Larry Littleton, Human Services Administrator I, reported that seven commissioners responded to the e-mail regarding attending the International Positive Aging Conference.

Tabled—The Executive Board will discuss who will attend this conference at the next meeting.

B. Legislative Report

Vera Castillo, CSS Legislative Analyst, reported that several groups are working on extending the closing of the Adult Day Health Care centers in the state. Ms. Castillo also reported that the Citizens Redistricting Commission is reviewing 177 different maps. The new boundary maps are for the following districts: State House of Representatives, State Senate

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and Assembly districts, and the Board of Equalization. Ms. Castillo also reported that public hearings will be held on the Labor Health and Human Services Appropriation Bill that funds 80-85% of all social service programs in the country, including programs under the Older Americans Act.

VII. NEW BUSINESS

A. Conference Attendance Policy

Tabled—The Executive Board will discuss at next meeting.

B. Member non-compliance

C. **Tabled**—The Executive Board will discuss at next meeting.

D. Agenda for August 1, 2011 General Meeting

The Executive Board discussed making some changes to the seating arrangements. The administrative report will be moved to a later time during the meeting. Commissioner Barbara Sinclair requested an update on Seamless Senior Services.

Action Item – Cindy Skovgard, 1st Vice-President, requested that CSS staff leave the meeting material on each table instead of the main table next to the entrance. The sign-in sheets, mileage forms, and comment cards will be the only items on the table next to the entrance.

Action Item – Cindy Skovgard, 1st Vice-President, requested that CSS staff compile a roster of committees along with the duties for each committee.

Action Item – Cindy Skovgard, 1st Vice-President, requested that CSS staff have table tents for each committee for when they meet during the meeting.

Action Item – Cindy Skovgard, 1st Vice-President, requested that CSS staff send all conference notices to Executive Board first before sending out to the General Body.

VIII. OTHER

A. Informational Announcements

No announcements were given.

B. Public Comments

No comments were given.

IX. ADOURNMENT

Meeting was adjourned at 4:15 p.m.

APPROVED AND FILED WITH CORRECTION: AUGUST 15, 2011